

**DATA-DRIVEN APPROACHES TO CRIME AND TRAFFIC SAFETY (DDACTS)
BYRNE JUSTICE ASSISTANCE GRANT (BYRNE JAG)
FISCAL YEAR 2015
PROJECT DESCRIPTION**

**THIS PROGRAM AREA IS ONLY OPEN TO UNITS OF LOCAL GOVERNMENT
(E.G., VILLAGES, TOWNSHIPS, CITIES, AND COUNTIES) THAT HAVE TAKEN THE
MICHIGAN STATE POLICE, OFFICE OF HIGHWAY SAFETY PLANNING, DDACTS
IMPLEMENTATION TRAINING WORKSHOP.
(Maximum Award \$50,000)**

PROBLEM STATEMENT:

Due to the economic recession, many police departments in Michigan have experienced a reduction in funding and sworn officers. Reduced resources diminish departments' abilities to meet rising crime rates. Furthermore, police departments that have not analyzed relevant data do not know if they are deploying available resources efficiently and effectively.

PROGRAM DESCRIPTION:

DDACTS integrates location-based crime and traffic crash data to establish effective and efficient methods for deploying law enforcement and other resources. Using geo-mapping to identify areas through temporal and spatial analysis that have high incidences of crime and crashes, DDACTS employs targeted traffic enforcement strategies. By saturating locations of high crime and crash incidents with highly visible traffic enforcement, DDACTS communities simultaneously fight crime, reduce traffic crashes, and reduce traffic violations. Drawing on the deterrent value of highly visible law enforcement presence through increased patrol and the knowledge that crimes often involve the use of motor vehicles, the objective of DDACTS is to reduce the incidence of crime, crashes, and traffic violations in Michigan communities.

The model's focus on collaboration with law enforcement, community members, and organizations reinforce the crucial role that partnerships play in reducing social harm and improving quality of life. Building on this collaboration, DDACTS positions traffic enforcement as a logical rationale for a highly visible law enforcement presence in a community.

View the DDACTS Operational Guidelines at:

<http://www.nhtsa.gov/DOT/NHTSA/Traffic%20Injury%20Control/Articles/Associated%20Files/811185.pdf>.

In the Problem Statement and Project Description of the Byrne JAG Application, agencies must discuss their capacity and/or plan to implement the following seven guiding principles:

1. **Partners and Stakeholder Participation** – The ability to forge partnerships between law enforcement agencies and local stakeholders.
2. **Data Collection** – The ability to collect place-based, current crime, crash and traffic-related data, coded for type of incident, time of day, and day of week. The collection of crime data may include Part I and Part II crimes. Additional data may include citizen complaints, field interviews, dangerous driving behaviors, and other non-traditional data such as input from the officers in the field, the location of parolees and probationers, individuals with suspended or revoked licenses, and wanted persons.

3. **Data Analysis** – The ability to create integrated maps that overlay high rates of crime, crash, and traffic-related data to identify problem locations or “hot spots.” Data evaluation techniques that can distinguish causation factors for each type of data are required.
4. **Strategic Operations** – The ability to realign workflow and operational assignments to focus enforcement efforts to coincide with days of the week and times of day that crime and crashes are highest (as determined through data analysis) for increased efficiency.
5. **Information Sharing and Outreach** – The ability to share results, promote community participation, and document accomplishments. The applicant must regularly generate progress reports that give management the documentation needed to keep officers informed, hold meetings with community members, and report to government administrators and elected officials. Documentation of information sharing with the media outlets must be provided.
6. **Monitoring, Evaluation, and Adjustments** – The ability to use data collection and analysis procedures for monitoring, evaluating and adjusting field and internal operations. Monitoring procedures must also provide an opportunity to regularly assess crime and crash reduction, cost savings, and other outcome measures that define success.
7. **Outcomes** – Goals and objectives that emerge during problem area identification and strategic plan preparation must be developed into outcome measures. Measurements must be able to assess effectiveness relating to reductions in: crime, crashes, traffic violations, cost savings, the use of specific interventions, and personnel deployment.

On January 1, 2012, the Michigan Incident Crime Reporting System (MICR) was updated to accept the location of incidents as part of the regular MICR submission. Agencies receiving money under this solicitation **must certify that they will submit MICR data on a daily basis.** These grant funds may be used to update data collection systems as necessary to provide MICR address data and comply with this requirement.

GOALS, OBJECTIVES, ACTIVITIES, AND PERFORMANCE MEASURES:

Goal	Decrease crime and traffic crashes to reduce social harm and improve quality of life in communities.
Objective #1	<p>Create a data collection and analysis plan; implement strategic operations based on data analysis.</p> <p>The plan will identify all internal and external data that will be mapped, new data sources, and a timeframe for initial collection and continuous updating of data. For comparison purposes, the plan must include the collection of baseline data from the previous 3-5 years. Structure operational assignments to focus enforcement efforts on days of the week and times of day that crime and crashes occur (as determined through data analysis).</p>

Activities	Identify the specific types of data to be collected for mapping and develop a schedule for data collection and analysis, including who will collect and analyze the data. Incorporate systems to archive data for future use and transparency of the program. Develop guidelines for quality control of data. Identify hot spots and conduct enforcement activities, adjusting field operations as necessary to align with data trends.
Performance Measures	Pre- and post-measures of crime and crashes in the targeted communities; crime and crash reduction over a sustained period; cost savings.
Objective #2	Form partnerships between law enforcement and residents, business owners and members of the media.
Activities	Develop a list of partner and stakeholder categories. Identify known individuals and organizations for each category. Identify the assistance or data that partners or stakeholders might provide. Give an action plan overview to each potential partner and stakeholder. Assign personnel responsible for contacting partners and stakeholders.
Performance Measures	Number of meetings/contacts with stakeholders; number of news stories.

PREVIOUS GRANT COMPLIANCE:

Application reviews will include scoring on the applicant's previous compliance with Byrne JAG federal and state requirements for timeliness, accuracy, and completeness of reports.

UNIFORM CRIME REPORTING COMPLIANCE:

Applicants and all subcontractors must comply with Michigan Public Act 319 of 1968, as amended. This law requires county sheriff's departments, as well as city, village, and township police departments to submit monthly uniform crime reporting data to the Michigan Department of State Police.

LOCAL BYRNE JAG APPLICATION REQUIREMENT:

Applicants and any subcontractors which appear on the federal FY 2014 JAG Allocations List are required to have submitted a Byrne JAG application to the Department of Justice. Applicants which are eligible for direct Byrne JAG awards and which fail apply for those awards will not be considered for funding under this program. The FY 2014 JAG Allocations List is available online at: www.bja.gov/programs/jag/14jagallocations.html

BUDGET:

The maximum state award under this program area will be \$50,000. All costs must be reasonable and justified.

MATCH REQUIREMENT:

This program area requires a 10 percent **cash** match (in-kind contributions may not be used).

Instructions for calculating match:

Step 1: Amount Requested ÷ Percentage of Grant Share = Total (Adjusted) Project Cost

Step 2: Total (Adjusted) Project Cost x Percentage of Local Match = Local Match Amount

Example:

To receive \$50,000 in grant funds:

\$50,000 ÷ 90% = \$55,555 Total Project Cost

\$55,555 x 10% = **\$5,555** Local Match

BUDGET DEVIATION ALLOWANCES:

Budget deviation allowances will no longer be accepted. All budget and programmatic changes will require a formal amendment on the Michigan Automatic Grant Information Connection Plus (MAGIC+) system.

ALLOWABLE COSTS:

1. Training needs to implement DDACTS (see Unallowable Costs section regarding out-of-state travel).
2. Data analyst salary and benefits to provide DDACTS data and geo-mapping.
3. Software needs to implement DDACTS.
4. Equipment/hardware needs to implement DDACTS.
5. Funds necessary to comply with submitting MICR address data.

UNALLOWABLE EXPENSES AND ACTIVITIES:

- Overtime costs
- Costs in applying for this grant (e.g., consultants, grant writers, etc.).
- Any expenses incurred prior to the date of the contract.
- Any administrative costs not directly related to the administration of this grant award.
- Indirect costs rates or indirect administrative expenses (only direct costs permitted).
- Personnel, including law enforcement officers, not connected to the project for which you are applying.
- Lobbying or advocacy for particular legislative or administrative reform.
- Fund raising and any salaries or expenses associated with it.
- Legal fees.
- All travel including first class or out-of-state travel (except preauthorized under certain program areas).
- Promotional items (except preauthorized under certain program areas).
- One-time events, prizes, entertainment (e.g., tours, excursions, amusement parks, sporting events) (except preauthorized under certain program areas).
- Honorariums.
- Contributions and donations.
- Management or administrative training, conferences (only pre-approved project related training).
- Management studies or research and development (costs related to evaluation are permitted).
- Fines and penalties.
- Losses from uncollectible bad debts.
- Purchase of land.
- Memberships and agency dues, unless a specific requirement of the project (prior

- approval required).
- Compensation to federal employees for travel or consulting fees.
 - Military type equipment such as armored vehicles, explosive devices, and other items typically associated with the military arsenal.
 - Purchase vehicles, vessels or aircraft.
 - Construction costs and/or renovation (including remodeling).
 - Service contracts and training beyond the expiration of the grant award.
 - Informant fees, rewards or buy money.
 - K9 dogs and horses (including any food and/or supplies relating to the upkeep of law enforcement animals).
 - Livescan devices for applicant prints, including any related supplies.
 - Weapons, including tasers.
 - Food, refreshments, snacks.
 - Note: No funding can be used to purchase food and/or beverages for any meeting, conference, training, or other event. Exceptions to this restriction may be made only in cases where such sustenance is not otherwise available (e.g., extremely remote areas), or where a special presentation at a conference requires a plenary address where there is no other time for sustenance to be attained. Such an exception would require prior approval from the Department and the U.S. Department of Justice. This restriction does not apply to water provided at no cost, but does apply to any and all other refreshments, regardless of the size or nature of the meeting. Additionally, this restriction does not impact direct payment of per diem amounts to individuals in a travel status under your organization's travel policy.

INITIATION OF PROJECT:

All projects must be initiated within 60 days of the date the grant is awarded.

REPORTING REQUIREMENTS:

If this application is selected for a Byrne JAG award, the requirements below must be met throughout the grant period. Failure to do so may cause your award to be suspended or revoked.

PERFORMANCE/PROGRESS/PERFORMANCE MEASUREMENT TOOL (PMT) REPORTS:

Progress reporting will take place no later than 20 days after the end of each quarter through the federal PMT system located at: <http://www.bjaperformancetools.org>. If applicable, another report also due no later than 20 days after the end of each quarter must be submitted that will include performance on implementation, activity, goals, and objectives, as well as metrics specific to your program area.

Quarterly due dates are outlined below:

- January 20, 2015
- April 20, 2015
- July 20, 2015
- October 20, 2015

All Performance/Progress/PMT Reports must be completed through MAGIC+ by the 20th day after the end of each quarter. It is the grantee's responsibility to become familiarized with the requirements of the Performance/Progress/PMT Reports, which are contained within an awarded contract.

FINANCIAL STATUS REPORTS (FSR) (REQUEST FOR REIMBURSEMENT):

FSRs must be submitted on a monthly basis, no later than 30 days after the close of each calendar month. Requests for reimbursement must be submitted for the month in which payment by the awarded agency was made. Dates are outlined below:

Report Period	Report Due Date
10/1/14 - 10/31/14	11/30/14
11/1/14 - 11/30/14	12/30/14
12/1/14 - 12/31/14	1/30/15
1/1/15 - 1/31/15	2/28/15
2/1/15 - 2/28/15	3/30/15
3/1/15 - 3/31/15	4/30/15
4/1/15 - 4/30/15	5/30/15
5/1/15 - 5/31/15	6/30/15
6/1/15 - 6/30/15	7/30/15
7/1/15 - 7/31/15	8/30/15
8/1/15 - 8/31/15	9/30/15
9/1/15 - 9/30/15	10/30/15

The FSR form and instructions for completing the FSR form are contained within MAGIC+. It is the grantee's responsibility to become familiarized with the requirements of the FSR, which are contained within the awarded contract.